



# SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN DIEGO

## COURT APPEARANCE INFORMATION SHEET TRAFFIC AND MINOR OFFENSE

### READ THIS DOCUMENT BEFORE YOU APPEAR IN COURT

If you are appearing in court today, you will be given an ***Acknowledgment of Constitutional Rights*** (SDSC Form #CRM-022). **READ AND SIGN THE FORM BEFORE YOU ARE CALLED IN THE COURTROOM.** The bailiff will ask you for the signed form **before** you speak with the judicial officer.

### WHY ARE YOU APPEARING IN COURT?

#### ***If you wish to enter a plea on your case, you may plead:***

**-GUILTY OR NO CONTEST** (A plea of No Contest is **not** an admission of guilt, but allows punishment as though a Guilty plea was entered).

- You may be ordered to pay a fine and/or fees. If so, it is expected to be paid today. If you are unable to pay today, an extension or monthly payments may be granted, in which event an additional fee of \$30 or \$35 respectively may be imposed.

**-NOT GUILTY**

- Your case will be set for a future trial date.
- You may demand a speedy trial (within 45 days from today).
- You may waive a speedy trial (more than 45 days from today).
- You may be required to post bail for appearance.

#### ***If you wish to submit proof of correction for a correctable charge:***

Have your proof of correction ready and give it to the bailiff along with your completed forms noted above.

- A \$25 fee may be ordered for each dismissed charge and is expected to be paid today.

#### ***If you wish to request traffic school:***

You will need to enter a guilty or no contest plea today. Not all charges are eligible for traffic school and it is up to the judicial officer to decide if you will be permitted to complete traffic school.

- A \$52 fee will be added to the fine. (If citation was issued on or after 9/1/2011, the fee is \$55) The entire amount is expected to be paid today.
- If you are unable to pay today, an extension or monthly payments may be granted, in which event an additional fee of \$30 or \$35 respectively may be imposed.
- Traffic Schools also charge a fee. This is separate from any court fees.
- You will be given time to file proof of traffic school completion. It is **your** responsibility to submit a signed, original traffic school certificate to the court by the date due.

#### ***If you wish to request a change in your court trial date:***

Request must be made at least two business days prior to the court trial date set.

#### ***If your case has been referred to a collection agency:***

An additional civil penalty may have been added to the amount due and a "hold" may have been placed on your driver license.

- **Failure to Appear:** Any "hold" will be released following your court appearance.
- **Failure to Pay:** Any "hold" will be released when the civil penalty and fine(s) and/or fee(s) have been paid in full.

### BE SURE TO ASK ALL OF YOUR QUESTIONS BEFORE YOU LEAVE THE COURTROOM

### AFTER YOUR COURT APPEARANCE:

Report directly to Court Order Processing and be seated to wait for your paperwork. The counter clerks will call you by name. A door to Court Order Processing is located to the right of the podium you will be using when addressing the judge in the courtroom.

### FAILURE TO WAIT FOR YOUR PAPERWORK MAY RESULT IN A WARRANT FOR YOUR ARREST, CIVIL ASSESSMENT, AND/OR A DRIVER LICENSE SUSPENSION.